



Team Member Handbook

REIMAGINE CHURCH: PURPOSE, VISION AND MISSION

PURPOSE: To help people develop an intimate relationship with God. (We are all ministers of the Gospel!)

VISION: To see people saved, healed, set free, disciplined, equipped, empowered and serving.

MISSION: Help each person at Reimagine Church...

- Believe in Jesus
- Belong to Family
- Become a Disciple
- Build God's Kingdom

HANDBOOK INTRODUCTION

When taking the above into consideration, we, the people of Reimagine Church, have an awesome responsibility. We consider ourselves a team.

We have a responsibility at every service to lead people into God's Presence. We are a ministry that believes in the power and presence of the Holy Spirit. So, we follow His lead in preparing for services, and in leading the congregation. We accept the mantle and responsibility the Lord has placed on us to be His vessels through our actions, attitudes and appearance. What you will read in the following pages assists in keeping all of our teams following the same standards in order to represent this mantle of leadership, Reimagine Church and The Foursquare Church (our denomination) at large.

OUR VOCABULARY

Platform of Influence

You will hear the stage referred to as a "platform." We believe a stage is for **performance**, but a platform is for **influence**.

OPERATIONS

Team Scheduling

Your Ministry Pastor/Leader will schedule you for ministry anywhere from 1-3 months in advance using Subsplash. You will receive an email(s) when you are scheduled, the email will instruct you to accept the time you are being scheduled for and follow-up reminders will come to you via email prior to your serving day(s). You must accept your schedules using the church mobile app so that the reminders can be sent out to you. If you do not accept your schedules, you will not receive any reminders.

This is the process we use for team scheduling: You are responsible to go into the church mobile app and accept your scheduled serving days and to also block out your unavailable dates. Please enter dates you need off as far in advance as you possibly can. The scheduler will then use that information to prayerfully and strategically build teams for services. If you forget to add blockout dates and you are scheduled for a particular day that you cannot serve, or if you are unable to serve for other reasons - please contact your Ministry Pastor/Leader ASAP to inform them.

Emergency Cancellations

If you face an unforeseen circumstance (illness, etc.) that prevents you from serving within 24-hours of an event, contact your Ministry Pastor/Leader directly.

DRESS CODE

As ministers, everything we do on or off the platform is meant to bring glory and attention to God. So, the clothes we wear need to be considered with intentionality. The following guidelines are meant to help us embrace an attitude and spirit of excellence, not legalism. While allowing freedom. We want to draw attention to God, not ourselves.

1 Samuel 16:7 says "...People look at the outward appearance, but the Lord looks at the heart." So, we acknowledge that although God looks at the heart, people still look at the outward appearance; we should aim to dress with excellence and modesty as we represent - Reimagine Church.

Here are some guidelines to keep in mind as you select your outfit for serving:

- Personal style should never cross the line of distraction. **Your worship expression should speak more boldly than your clothing.**
- As you select your clothes, keep in mind you are not only representing yourself, but your family, your personal relationship with God and Reimagine Church. Also make sure your clothing is comfortable enough to allow you to worship and serve in a free manner. Consider how every piece and all accessories will move with your body as you jump, dance, kneel, and raise your hands in worship and serve.
- Our team leaders are expected to hold team members accountable for clothing that is out of dress code.
- Aim for modesty with every piece of clothing you select. It should draw attention to your **countenance, not any of your body parts.**
- Shirts should not be too tight and should not show your stomach or underarms when you raise your hands. We **prefer** that your shirt fully cover your shoulders. We also **prefer** that it be long enough to fully cover your back if you kneel.
- Pants and shirts shouldn't cup or cling to any body parts.
- Pants may be distressed, but skin should not show through (no holes or tears that reveal visible skin).
- Flip flops and sandals without backs are not allowed. For safety reasons, all shoes should have a back to them.
- T-shirts can be worn, however, please make sure they are appropriate and non-distracting. Graphic t-shirts, button-up shirts with patterns and other clothing items that display logos or wording are permissible as long as the logos and wording **DO NOT** promote **ANY** type of Political or Social Agenda, or contain any offensive, profane or unwholesome wordings or pictures.
- Tank tops should not be worn during service or rehearsals.
- Shorts are allowed under the following conditions for those **serving on some of our teams**: Shorts must reach the knee for both men and women, no tight fitting shorts that show off your body form. **Disclaimer: If you serve on the platform, we ask that you please refrain from wearing shorts.**
- Fashionable hats such as beanies, ball caps and fedoras are allowed but must not contain any visible branding, logos or wording of Political or Social Agendas, or contain any offensive, profane or unwholesome wordings or pictures. **Disclaimer: If you serve on the platform (worship leaders, vocalists, people speaking), please refrain from wearing hats while you serve.**

Specific Guidelines for Men

- No chest hair should be visible.

Specific Guidelines for Women

- Open-toed shoes are allowed if they have a back or at least a strap.
- Consider what might show through clothing (specifically tops, skirts, or flowy pants) What will you look like when bright platform lights are shining either on you or through your clothing from behind. Particularly flowy clothing items might need a slip or other base undergarment in order to not show a silhouette through when backlit.
- Skirts and dresses should come to the knee to allow for modesty as well as freedom of worship.
- Bras should be inconspicuous and serve you well to protect from both cold temperatures and from movement in the chest area.
- The neckline of your shirt should be high enough to prevent cleavage from showing, even when you lean forward.

Again, our dress code guidelines are not designed to take away our freedoms to express ourselves in how we dress, however, together we want to model for one another an attitude and spirit of excellence over personal expression, as we together lead God's people.

POLICY FOR ALL TEAM MEMBERS

As you accept the responsibility of leading and volunteering at Reimagine Church, with that comes a greater level of accountability with the way we conduct our lives. As a **visible** leader and volunteer at Reimagine Church, you are seen by our members and outside parties as a representative of the church. Keep this in mind as you read the following guidelines.

Alcohol, Tobacco, Non-Tobacco (Vape) and Marijuana Use Policy

We believe the Bible instructs us clearly on the grace and freedom we have in Christ and we must be wise to know that God's grace **MUST** never be abused. We are called to freedom in Christ, but some things we call freedoms can lead us right back into slavery, if we are not careful and wise. Above all we are to **LOVE** (God & People - Matt. 22:37-40), and we are to pursue **HOLINESS** (Heb. 12 [Especially verse 14]).

Scriptures to reference: 1 Corinthians 6:9-20, Romans 14, Colossians 2:6-23, Galatians 3 & 5, John 15:13

Following your Holy Spirit led convictions and living responsibly is something that **MUST** be done in a way that is **consistent with Scripture** and **each individual's and their families, Spirit-led convictions**. However, because we know that individual and family beliefs on alcohol consumption, tobacco, non-tobacco (vape) and marijuana use vary in our culture, our teams have the **individual responsibility to steward their Spirit-led convictions with discretion, wisdom, grace, and especially - biblical accountability**. ***This policy is built upon the understanding that freedom and responsibility are linked.***

As ministers and leaders, we have the responsibility to obey Godly instruction, to be a testimony in the culture, and to aspire to excellence in Christ-like behavior. **This should lead to a posture in the lives of believers where Spirit-led convictions on alcohol consumption, tobacco, non-tobacco (vape) and marijuana use, submit to a greater discretion based on a few factors.**

Boundaries to be considered are:

- Compliance within legal limits and requirements is expected. (Ex. Prescription Narcotic Drugs and/or Prescription Marijuana must be consumed as prescribed by a doctor and is **prohibited from being used recreationally**).
- Thoughtful consideration should be made regarding the place or the manner of consumption of alcohol, tobacco products and non-tobacco products (such as vape products), so as to reflect a positive image on Christ, His Church, our testimony and our families.
- Thoughtful consideration should be made towards those who may be wrongly influenced by our behavior (being a stumbling block or bad example) when consuming alcohol, tobacco products and non-tobacco products (such as

vape products).

- Consumption of alcohol, tobacco products and non-tobacco products (such as vape products) should not be done on church property.

Reimagine Church's Alcohol and Drug-Free Facilities

Reimagine Church provides a safe and productive environment for all. Any facility associated with Reimagine Church is considered to be alcohol, drug, tobacco and non-tobacco (vape) free.

Reimagine Church sets an expectation for its leaders and volunteers that we will steward with Holy Spirit led conviction, biblical accountability and God's grace, with being willing to be teachable - to closely guard our Christian witness and our ability to perform assigned duties without adversely impacting our individual, family and the Church's well-being (Reimagine Church, The Foursquare Church and the Body of Christ at large).

Further, leaders and volunteers shall not possess alcoholic beverages or illegal narcotics or marijuana onsite or consume alcoholic beverages or illegal narcotics or marijuana in association with the church or during working/serving time. The specific purpose of this policy is to outline the methods for maintaining an environment free from the effects of alcohol/drug abuse or other substance abuse that adversely affect the employee/volunteer along with the mission of our ministry.

All individuals are subject to this policy while they are in facilities or on property owned, controlled, or operated by Reimagine Church.

If it is ever deemed that a leader or volunteer is under the influence of alcohol, illegal narcotics, or marijuana when on the premises of Reimagine Church or any property owned and operated by Reimagine Church and you are scheduled to serve, you will be asked not to serve for that particular shift. Also, further disciplinary action may follow.

While on Reimagine Church's premises you are prohibited from the use of alcohol, illegal narcotics, tobacco products, non-tobacco products (such as vape products) and marijuana.

Substance Abuse Policy

The use of illegal narcotics and the abuse of alcohol/marijuana and prescription drugs are inconsistent with a committed Christian lifestyle. We must refrain from behavior that is inconsistent with biblical teaching. Any involvement with alcohol/marijuana/narcotics that negatively affect the church, work environment, or reputation of this ministry is unacceptable.

If a team member experiences a problem of this nature, they are urged to voluntarily seek assistance through a pastor, minister, or oversight.

If you have questions or personal concerns regarding substance abuse, you are encouraged to seek help. You may also wish to discuss these issues with your Senior Pastor. ***Such issues may be raised without fear of reprisal! We are here to help, not harm!***

Relationships

The Word of God is clear that any sexual relationship outside the **BIBLICAL** covenant of marriage is strictly forbidden. We also believe that God has called us to a standard of high accountability when it comes to the relationships we are involved in with other members of our team and with people outside of our team. With this in mind, we are expected to keep our eyes pure by not viewing pornography, inappropriate media, etc. which contaminate our heart and spirit (Ps 101:3). Also, we will refrain from putting ourselves into compromising situations and from premarital sexual activity. Let it also be known that if you are presently living with a person that you are in a relationship with and you are not married (boyfriend/girlfriend), Reimagine Church will respectfully and only place you into areas of serving that we consider "indirect ministry", (ex. Tech Arts Team, Security, Usher, NextGen Teacher Assistant). We do this to allow people to grow and serve, with God's grace, while simultaneously protecting both the

one serving and Reimagine Church from venturing outside of biblical accountability.

1 Thessalonians 5:22 | KJV **22** Abstain from all appearance of evil.

Ephesians 5:12 | NLT **12** It is shameful even to talk about the things that ungodly people do in secret.

Once again, we are aiming for excellence, not legalism in our approach to serving, with both grace and biblical accountability.

Social Media

Since you are a **visible leader or volunteer** in the church, your online presence and social media platforms are a reflection of the church, whether or not the church is specifically discussed or referenced. If you would not be comfortable with members of leadership reading your words or viewing your photos, we suggest that you do not write or post them. All communication, online or otherwise, should be positive and honoring towards the Church and the Kingdom of God. Please take a moment before you post to think about how it could be received by different audiences. Please also keep this in mind when sharing third party content as well.

Sexual Harassment

Reimagine Church is committed to maintaining a ministry and work environment in which individuals treat each other with dignity and respect and is free from conduct unbecoming of a Christian (meaning intimidation, exploitation, and harassment, including sexual harassment). Anyone who violates this policy will be subject to removal from the team in which they are serving and possibly removal from Reimagine Church. Reports of sexual harassment must be reported to the Senior Pastor or another Staff Pastor.

SERVING EXPECTATIONS

We believe that continually honing and bettering our craft is our offering of worship to the Lord. Because God has given us a gift, we will steward it by sharpening it and using it for His glory.

Preparation

- Take time to seek God and prepare your heart to serve before you arrive.
- For worship and tech arts ministries - you will find everything you need to prepare and serve through Multitracks, Chartbuilder and Subsplash.
- All other ministry teams, please see your ministry/team leader for materials that you may need to prepare and serve.

Worship Rehearsals

- Be punctual and ready to rehearse and in position before all scheduled rehearsal and service times. Be prepared to make any changes to the arrangements and production of all songs and be willing to work with all music/vocal directions given, while exhibiting a helpful and positive attitude.
- Remember Reimagine Church's standard is excellence, so prepare beforehand so sound check and rehearsal times are a success.

Review for Growth

- As a part of Reimagine Church, our desire is to help people experience the presence of God in the greatest way possible in all our services. This means that we have a responsibility to continue honing our skill and growing in our areas of gifting.
- One way we can do that is by reviewing video of past services to look for opportunities for growth.
- Our Worship Pastor also reviews our services, so if you receive feedback from someone about your expression, musicianship, or otherwise, know that you are not being singled out. Rather, as a staff, we believe there is too much value and too much at stake in our ministry to be passive about growing and becoming more excellent in what we're

called to do.

TEAM CARE

Everyone goes through difficult times, and no one should go through them alone.

Our Pastoral Staff love to support you. If you are facing a crisis or difficult situation, don't hesitate to make your needs known. If you need to talk, acquire professional counseling, or seek benevolence, our Pastoral Staff can help point you to the right resources. Connect with them via email, text, or phone call.

DISCIPLINARY ACTIONS

Team Member placement may be revoked if the actions of a team member are deemed detrimental to the ministry of Reimagine Church. Such discipline will be carried out by consent of our Senior Pastor and will be done in an honoring, loving, and constructive manner that encourages reconciliation, restoration and healing.

PROBATIONARY PERIOD

All new team recruits agree to a 90 day (3 month) period of probation.

During this time, both the new recruit, ministry leader and existing team members will work and serve together, build relationships and seek to develop cohesiveness and camaraderie as a "team".

Please see your ministry/team leader for complete details about the probation period and team placement.

EXITING A TEAM

If at any point you feel led to step down from serving at Reimagine Church, please talk with your ministry/team leader.